

**National Council for Preservation Education  
Academic Year 2014-2015 Internships  
with the  
National Park Service  
& Department of the Interior**

The National Park Service and partnering agencies will offer internships during the academic year of 2014-2015. This notice covers the period January – May 2015. A **separate notice** will be distributed in January 2015 for summer 2015 positions. Internships are for 400 hours (usually ten weeks at forty hours per week) and in **Washington, DC** except where noted. Stipends are issued based on a rate of twelve dollars per hour. The exact starting dates will be determined on a case-by-case basis.

To be eligible, you must be currently enrolled in an academic program in historic preservation or an allied field, or very recently graduated (degree received August 2013 or later). Interns are not eligible to work more than 1200 hours in this program; previous interns in the program must stay within this overall limit.

To submit your application, please scan your materials electronically and email them as a **single** Adobe Acrobat (.pdf) file containing both signed application and transcripts to Cari Goetcheus at the University of Georgia (email: cgoetch@uga.edu). **Please adhere to the single .pdf format requirement;** processing of your application will be delayed if materials are not received in this form. Name the file with your name in this format: Lastname\_Firstname\_NCPE\_Acad1415. Due to the large number of applications received, please strive to keep files under 3 MB; any files over 3 MB should be submitted in a compressed file format to make transmittal easier.

Submitting hard copies is discouraged as it will also delay application processing, but if electronic submission is not possible, all application materials should be mailed to the National Council for Preservation Education, Attention: Cari Goetcheus, Associate Professor, University of Georgia, College of Environment and Design, 108 Denmark Hall, Athens, GA 30602. Applications must be received no later than **October 24, 2014**. Please indicate by number the internship(s) in which you are interested, no more than six total (multiple numbers heading a single description count as one choice).

Please be aware that, unless otherwise noted, **interns are responsible for travel to and housing at the internship location**. This should be kept in mind particularly for those internships in the West. In some cases the supervising office may be able to assist in locating housing but it is ultimately up to the individual accepting the internship to find accommodations.

Also be aware that, due to Government-wide security requirements, a background check will be required for any position which involves access to Government computers, if you are chosen for that position. This will include providing information about recent housing and employment history. The position supervisor will have more information on requirements and procedures at the time of hiring.

**National Park Service Internships**

**2462. Park Cultural Resources Program, History Program:** Works on a variety of research and outreach projects, on topics including Civil War to Civil Rights, maritime history, and the history of the NPS itself. Duties may include conducting research for individual National Park

Service units and programs; developing online history training by finding multimedia sources and reviewing lesson plans; creating content for Park History website and social media; helping staff create an online oral history course; and helping to process oral history interviews (400 hours each).

**2463. Cultural Resources Climate Change Program:** Works with the NPS Climate Change Adaptation Coordinator for Cultural Resources on one of two major initiatives: climate change vulnerability assessments for cultural resources across the NPS (including archeological sites, buildings and structures, cultural landscapes, ethnographic resources, and museum collections), or developing and telling climate change stories from this same range of cultural resources. Duties include library research; consultation and collaboration with cultural and natural resource and interpretive specialists across the NPS; and writing and development of appropriate text and graphics for both print and web products. Strong research, writing, and communication skills required; cultural resources, humanities, and/or material science background preferred, along with capacity to think and question creatively and tackle unusual problems with energy and enthusiasm (400 hours).

**2464. Cultural Resources Office of Outreach:** Assists with outreach and education efforts related to diversity and inclusion, including outreach efforts for the NPS Heritage Initiatives on American Latinos, Asian American Pacific Islanders, Women, and LGBTQ. Duties include undertaking small research projects intended to interpret diverse history to tell all Americans' stories, writing material aimed at general audiences suitable for digital media, including internet and social media; and assisting with digital media. Helpful skills include demonstrated research ability, image editing, and HTML or other Web skills (400 hours).

**2465. National Historic Landmarks Program:** Assists with reviewing and assessing existing National Historic Landmarks to determine how thoroughly the NHL Program reflects the diversity of the American story. Duties include assisting in developing a methodology to make this determination; researching existing NHL nominations to see if these stories are reflected in the documentation; researching the site itself to see if the documentation is missing aspects of its national significance; and assisting in the preparation of a report on which sites can and should be updated to reflect these stories (400 hours).

**2466. National Historic Landmarks Program:** Assists in researching and writing a National Historic Landmark nomination for a site related to either LGBTQ history, women's history, Asian American/Pacific Islander history or Latino history. Duties include researching and writing a draft nomination for a site chosen by the NHL Program staff; responding to requests for edits from NHL reviewer/s and external peer reviewers; preparing a PowerPoint presentation and executive summary; and presenting the nomination to the Landmarks Committee (400 hours).

**2467. Museum Management Program:** Assists in the development of care and preventive conservation guidance for National Park Service [NPS] museum collections. Duties include evaluation and updating of the NPS Museum Handbook and Conserve O Gram technical leaflet series on a range of museum preservation and protection topics available at [www.nps.gov/museum](http://www.nps.gov/museum). The NPS Museum Management Program develops policies and procedures for the documentation, preservation and protection of, and access to NPS collections located in over 360 parks and centers nationwide. The collections number over 42 million

archeology, history, art, and ethnography objects and natural history specimens, and 52,400 linear feet of archives (800 hours).

**2468. National Capital Region, Anthropology Program:** Assists the Regional cultural anthropologist with the preparation of materials related to ongoing and planned ethnographic (applied anthropology) research projects in the National Capital Region. Duties involve research and fieldwork for an ethnographic resource study to document contemporary fishing communities on the Potomac and Anacostia Rivers, and completing regional tribal consultation guidelines, coordinating efforts with park and regional staff, as well as with academic research teams. Other duties may include conducting ethnographic fieldwork under the supervision of the Regional Anthropologist; providing training in background material to research assistants; developing public outreach tools for the projects; and contacting tribes, park neighbors, non-profit or educational groups associated with the Potomac or Anacostia Rivers, or other program managers to complete tasks. Applicant should be well organized and possess skills in documentary research. Background in cultural anthropology and field methods desired. Work will occur primarily in library or office settings, however some outdoor fieldwork may be required (400 hours).

**2469. National Capital Region, Anthropology Program (Oral History):** Assists the Regional cultural anthropologist with processing the backlog of oral history projects in multiple parks in the National Capital Region. Duties include working directly with park museum and resource management staff to collect oral history media and information, pack and send to the transcription contractor, track the completion of the transcriptions, and review/process the completed transcripts. Processing will include matching existing consent forms with individual oral histories, or contacting narrators or their families to seek consent for public use where necessary. Other duties include developing of public interpretive products (such as NPS websites) from the oral history resources. Skills in Adobe Photoshop, Illustrator, and InDesign beneficial (400 hours).

**2470. National Capital Region, Cultural Landscapes Program:** Works with and assists historians, historical landscape architects and other preservation professionals to complete various Cultural Landscape Inventories associated with a variety of National Park sites in the Washington, DC metropolitan area (District of Columbia, Maryland, Virginia, and West Virginia). Duties include researching the landscape history of a historic property; site visits and field work to document the existing conditions with photographs and maps; analyzing the landscape features; and entering the information into a database. Knowledge of cultural landscapes, landscape architecture, and the National Register criteria preferred; strong computer, research, and writing skills essential; working knowledge with graphics programs and GIS (Adobe Photoshop & Illustrator, AutoCAD, and ArcGIS) beneficial. (400 hours).

**2471/2472. National Capital Region, Cultural Landscapes Program (Public Reservation Inventory, District of Columbia):** Works with historians, historical landscape architects and National Park Service cultural resource managers to field inventory and collect historical mapping, photographs and land records for the unique District of Columbia public park reservation system. Assists in developing the organization structure and finders guide for park staff. Duties include researching National Park Service files and archival research at the

National Archives and local repositories, as well as on-site documentation (digital photography). Knowledge of local Washington DC history preferred but not essential; strong computer, research and organization skills essential (400 hours).

**2473/2474. National Capital Region, Historic Architecture Program:** Works with and assists architectural historian and other preservation professionals to identify, inventory and evaluate National Park Service owned historic and prehistoric structures in National Park sites. Assists the Regional Architectural Conservator in performing treatments on National Park Service owned monuments and structures in National Park sites. Assists in completing Historic Structures Reports and other documents. Duties include researching the history of historic properties; site visits to document the existing condition of listed structures with photographs; entering the information into the national inventory database; and performing treatments and documenting treatments with photographs and reports. Knowledge of historic architecture, architecture, and conservation treatments preferred; experience with the Secretary of the Interior's Standards for Historic Properties beneficial; strong computer, research, and writing skills essential; working knowledge with graphics programs (Adobe Photoshop & InDesign and/or CAD) beneficial (400 hours).

**2475/2476. National Capital Region, History Program:** Works with the Regional historian on a variety of projects, including National Register nominations, National Historic Landmarks, Special History Studies, Historic Resource Studies, and general park history issues, associated with different National Park Service sites in the Washington, DC, metropolitan area and elsewhere in the National Capital Region. Duties include researching historic resources; possible site visits and field work to document the resources through descriptions, photographs, and maps; preparation of National Register Nomination documentation; and assisting with other studies submitted to the History Program. Working knowledge of American History, and some experience with the National Register of Historic Places and the Secretary of the Interior's Standards for Rehabilitation beneficial. Opportunity for historians with an interest in American history, and for all preservation fields, with a focus on NPS sites, public history, historic preservation, and the built environment (400 hours).

**2477/2478/2479/2480/2481. National Capital Region, Museum Resource Center:** Works with the Museum Resource Center (MRCE) staff as a museum technician assisting with museum outreach, research, accessioning, processing, cataloging and preparing museum collections, for long-term curatorial storage. Intern will be exposed to all aspects of professional museum work, with the opportunity to work with a wide variety of museum collections housed at the Center, ranging from historic furnishings, natural history collections, archival documents, historic photographs, and archeological collections. These collections come from the various historic homes and sites that the National Park Service administers throughout the region, including Ford's Theatre National Historical Site; Frederick Douglass National Historical Site; Arlington House, the Robert E. Lee Memorial; and the Vietnam Veterans Memorial Collection. Located in Landover, MD a close in suburb of Washington, DC with easy access to the Metro System (400 hours).

**2482. National Capital Region, State of the Parks (SotP) Research Assistant:** Works with the National Capital Region cultural resource database coordinator to pull together critical

information for the State of the Parks (SotP) reports, which provide the American public a snapshot of the status of and trends in the condition of parks' priority resources (cultural and natural resources), covering cultural resources related to the National Mall, Civil War Battlefields, National Memorials, National Parkways and premier industrial properties within the National Park Service. Duties include learning to navigate the National Park Service's cultural resource databases for archeological resources, cultural landscapes, and historic structures and gathering information that will provide a comprehensive overview for the diverse parks located in the Washington, DC metropolitan area (DC, MD, VA, and WV) related to our existing knowledge of the cultural resource (research), whether any cultural resource inventories have been completed for the park (database culling), and what cultural resource documentation is available (National Register nomination, professional reports, etc.). Excellent research and organizational skills required (400 hours).

**2483. Fort Stanwix National Monument, Cultural Resources Division:** Assists staff with documenting archeological artifacts, completing inventories of the park's collection, and conducting research related to the park's archeological and museum collection resources. Duties include assisting in safely housing and marking artifacts; researching archeological archives; and processing cultural resource data. Potential projects also include assisting with the development of a temporary exhibit and working with the park's GIS data. Advanced undergraduates or graduate students with a background in museum studies, anthropology/archeology, history, and/or geography preferred. Geographic Information System (GIS) knowledge is a plus but is not required. Located in Rome, NY (400 hours).

**2484. Blue Ridge Parkway, Cultural Resources Management:** Assists cultural resources staff with advancement of cultural resource baseline documentation. The 100% buildings, bridges, tunnels, and overlook survey completed during an integrity study of cultural resources on the Parkway will be expanded to include other small-scale features from the Park Land Use Maps (PLUM) such as retaining walls, tree wells, culverts, and other character defining elements of Parkway architecture. These features will be field surveyed with Global Positioning Systems (GPS), digital cameras, and on-site measurements (length/width) and direction (via a compass) will be recorded. This information will be added to the Parkway database created during the earlier survey. Additionally the site information recorded from the GPS and on-site measurements will be added to an ArcGIS database of parkway features. Background in history, historic preservation, anthropology, archives or collection management preferred but attention to detail and a willingness to learn are also important. Strong computer, research, and writing skills essential; working knowledge of ArcGIS beneficial. Candidates selected for an interview will be required to submit a writing sample demonstrating their ability to clearly articulate research findings in a narrative format. Located in Asheville, NC (400 hours).

**2485. Congaree National Park, Teaching with Historic Places:** Assists in developing a Teaching with Historic Places (TwHP) Lesson Plan (<http://www.nps.gov/nr/twhp/descrip.htm>) for ten structures in Congaree NP listed in the National Register of Historic Places (<http://www.nationalregister.sc.gov/MPS/MPS029.pdf>). The dikes, cattle mounds and bridge structures listed in the National Register are evidence of agricultural settlement in the Congaree floodplain between 1740 and 1900. The TwHP lesson plan will link to relevant United States History Standards for Grades 5-12 and also to relevant Performance Expectations for Middle Grades from the national Curriculum Standards for Social Studies. Duties include conducting

the necessary research to complete the lesson and also developing content for the park's social media and website related to the project. Skill in conducting research of primary source documents and comfort with word processing software essential; comfort with social media ideal. Intern must have friendly, out-going demeanor, able to initiate formal and informal conversations with park staff and regional/national support personnel in order to complete project. Intern must be comfortable working cooperatively with Congaree National Park staff, park volunteers, and NPS regional or Washington-level staff, in person and via phone/email. Located in Hopkins, SC (400 hours).

**2486. Congaree National Park, Park Integrated Resource Management:** Works with and assists program managers with research, data processing, mapping (GPS/GIS) and photographing historic resources. Develops interpretive products (publications, web and social media content, and may conduct public programs) based upon research results. Duties include researching the site history of newly acquired property; site visits and field work to document existing conditions; analyzing landscape features; and entering information into a database. Background in history, historic preservation, anthropology, archives or collection management preferred but attention to detail and a willingness to learn are also important. Strong computer, research, and writing skills essential; working knowledge of graphics programs (Adobe Photoshop and InDesign) beneficial. Candidates selected for an interview will be required to submit a writing sample demonstrating their ability to clearly articulate research findings in a narrative format. Located in Hopkins, SC (400 hours).

**2487. Everglades National Park, South Florida Collections Management Center, Museum Technician:** Works at the SFCMC providing collection management support to the museum program, gaining hands-on experience in preventive conservation, including integrated pest management, environmental monitoring, museum housekeeping, museum storage techniques, and general collection care. Duties may include supporting the registrar with inventory; appraisal of incoming collections; accession file management; pack and shipping objects for loans; condition reporting objects; and using the Interior Collection Management System (ICMS) database for cataloging and collection management purposes. Museum studies and preventive conservation background preferred but attention to detail and a willingness to learn also important. Own transportation required. Park housing may be available for rent but cannot be guaranteed. Located in Homestead, FL (400 hours).

**2488/2489. Everglades National Park, South Florida Collections Management Center, Museum Technician:** Works at the SFCMC cataloging natural science collections. Duties include reviewing data submitted by collectors for quality control; importing data into the Interior Collection Management System (ICMS); creating specimen labels; and basic preventive conservation to meet professional museum storage standards. Ideal position for a museum studies student seeking interdisciplinary degrees or with an interest in curation of natural science collections. Basic science experience preferred but attention to detail and a willingness to learn also important. Own transportation required. Park housing may be available for rent but cannot be guaranteed. Located in Homestead, FL. (640 and 400 hours).

**2490. Everglades National Park, South Florida Collections Management Center, Archives Technician:** Works at the SFCMC cataloging digital archival records. Duties include

appraising, arranging, describing and cataloging digital records according to professional standards and using archival techniques. Ideal position for students seeking archival science or library science degrees. Candidates should possess experience working with digital archival records or have completed coursework on the subject. Own transportation required. Park housing may be available for rent, but cannot be guaranteed. Located in Homestead, FL (400 hours).

**2491/2492/2493. Everglades National Park, South Florida Collections Management Center, Archives Cataloging:** Works with the SFCMC archivist to process, arrange, describe and catalog archival records from Big Cypress National Preserve, Biscayne National Park, De Soto National Memorial, Dry Tortugas National Park, and Everglades National Park. Duties include preparing, maintaining, and organizing manual and automated curatorial records, including catalog records, and inventories using the NPS Interior Collections Management System (ICMS); and conducting routine preventive conservation including rehousing collections, environmental monitoring, museum housekeeping, and Integrated Pest Management (400 hours).

**2494. Keweenaw National Historical Park, Museum and Archives Program:** Works with museum curator and archivist (NPS) to meet curation standards for managing archival collections. Duties include a variety of archival responsibilities including processing, rehousing and cataloging archival materials as reported on the fiscal year 2014 Collections Management Report (CMR) using the Department of the Interior's official software, ICMS; and packaging and handling archival materials. Museum studies or archives management/digital preservation background preferred, but attention to detail also important. Housing and transportation are the intern's responsibility. Located in Calumet, MI (800 hours).

**2495. Midwest Regional Office, Museum Collections and Records Management Program:** Works with staff curator to meet National Park Service (NPS) curation standards for managing archival collections. Duties include a variety of curatorial responsibilities including processing and cataloging archival materials as reported on the fiscal year 2013 Collections Management Report (CMR) using the Department of the Interior's official software, ICMS, regular housekeeping and environmental monitoring tasks, packaging and handling archival materials, and maintaining an access and use log. Museum studies or archives management background required, but attention to detail also important. Housing and transportation are the intern's responsibility. Located in Omaha, NE (800 hours).

**2496. Midwest Regional Office, position located at Midwest Archeological Center:** Assists in processing a large archeological collection containing materials from archeological sites in Southeast Missouri, and associated with Ozark National Scenic Riverways, which was recently donated to the National Park Service. Duties include completing a thorough inventory of archival project documents or groups of documents included in the collection; determining any association between the documents and archeological artifact collections; and cleaning and rehousing project documents as needed. Other duties, as time allows, may include scanning selected documents and creating a finding aid for archival materials present. Attention to detail, excellent organizational skills, and the ability to effectively communicate orally and in writing required; previous experience working with archives beneficial. Housing and transportation in Lincoln are the intern's responsibility. Located in Lincoln, NE (400 hours).

**2497. Midwest Archeological Center, Archeological Information Management Team:** Working with archeologists, creates Geographic Information System (GIS) maps for archeological sites monitoring and condition assessment program. Create queries in database systems to determine sites for monitoring and work with MWAC staff to update site information and inspection schedules. Researches history of archeological work and archeological resources in Midwest Region parks and uses the information to update GIS data such as site and project locations. Enters attribute data for new sites and revise data for existing records. Duties include archeological site and project database data entry; GIS mapping; and project documentation. Housing and transportation are the intern's responsibility. Located in Lincoln, NE (800 hours).

**2498. Midwest Archeological Center, Archeological Report Preparation:** Assists in creating 508 compliant series reports for the Center's website, covering a wide variety of archeological topics from numerous Midwest Region park areas. Duties may include assisting with general report production; creation of draft illustrations, tables, and figures; and related tasks to ready the reports for final production by the Center's report team. Housing and transportation are the intern's responsibility. Located in Lincoln, NE (800 hours).

**2499. Midwest Archeological Center, Archeological Collections Management Program:** Works with Center staff to meet National Park Service (NPS) curation standards for managing archeological collections. The intern will gain experience in a variety of curatorial activities such as cataloging archeological collections using official NPS cataloging software (ICMS); packaging and preparing artifacts and archives for storage; and tracking environmental conditions for the storage repository. The collections reflect a wide range of past human occupation from the earliest Native Americans through the fur trade and frontier eras, the Civil War, and presidential homes. Housing and transportation are the intern's responsibility. Located in Lincoln, NE (800 hours).

**2500. Midwest Archeological Center, Archeological Research:** Assists MWAC park program archeologists in compiling information for archeological research in Midwest Region Parks, focusing on past archeological work in units of Hopewell Culture National Historical Park and other NPS units that have mounds and earthworks. Research topics will include the geoarcheology and mapping of ancient earthworks and related sites. Other park specific topics may be added at the discretion of the supervising archeologist. Tasks will include compiling information such as site records, historic photographs, historic records, aerial photography, and archeological reports. Additional tasks will include the development of information databases and digitizing maps into a project GIS. This information will be used as a basis for archeological fieldwork and compliance activities. Housing and transportation are the intern's responsibility. Located in Lincoln, NE (800 hours).

**2501. Midwest Archeological Center, Archeological Research:** Assists MWAC park program archeologists in compiling information for archeological research in Midwest Region Parks, focusing on past archeological work in units of Effigy Mounds National Monument and other NPS units that have mounds and earthworks. Research topics will include the geoarcheology of landforms and the historic archeology of logging activities. Other park specific topics may be added at the discretion of the supervising archeologist. Tasks will include compiling information such as site records, historic photographs, historic records, aerial



photography, and archeological reports. Additional tasks will include the development of information databases and digitizing maps into a project GIS. This information will be used as a basis for archeological fieldwork and compliance activities. Housing and transportation are the intern's responsibility. Located in Lincoln, NE (800 hours).

**2502. Midwest Archeological Center, Archeological Outreach and Education Program:** Works with Center staff to maintain and grow MWAC's online presence via website and social media content development. This will involve coordination with archeologists, collections specialists, and Library, GIS, and Publications team members. Because position requires understanding of MWAC programs, duties will also include participating in archeology and collections projects at MWAC. Housing and transportation are the intern's responsibility. Located in Lincoln, NE (800 hours).

**2503. Intermountain Region, Historic Structures Inventory Program:** Works with and assists architectural historian and other preservation professionals to identify, inventory and evaluate National Park Service owned historic and prehistoric structures in National Park sites in Montana, Wyoming, Colorado, Utah, Arizona, New Mexico, Oklahoma, and Texas. Duties include researching the history of historic properties; site visits to document the existing condition of listed structures with photographs; and entering the information into the national inventory database. Knowledge of historic architecture, architecture, and the National Register program preferred. Computer skills essential; working knowledge of graphics programs (Adobe Photoshop) and Excel important. Position may be located in an Intermountain Region park or in Santa Fe, NM (480 hours).

**2504. Pacific West Region, Cultural Resources Program:** Works with cultural resources staff on program outreach and education objectives. Duties may include assisting with National Park Service Youth Summits; developing content for the National Park Service's Cultural Resources Program website and social media; formatting NPS reports; data entry into an online catalog of cultural resources documents; and assisting with the design of NPS publications. Strong writing and graphic skills preferred; experience using Adobe Creative Suite programs and Microsoft Office required. The majority of time will be spent in an office setting with some travel to parks. Travel costs for fieldwork covered by NPS but housing and transportation to and from the San Francisco office and relocation costs are the intern's responsibility. Located in San Francisco, CA (600 hours).

**2505. Yosemite National Park, Historical Architecture Program:** Assists historical architect with preparing written historical and descriptive documentation for the Historic American Buildings Survey (HABS) for the Ahwahnee Hotel and surrounding complex (a National Historic Landmark property). Work involves compiling primary and secondary research materials into written narratives presenting historical information and historic context, detailed architectural and landscape architectural descriptions, and source materials. Duties involve primarily office work, although some field work may be required, and will require historical research at libraries, museum archives, and other repositories. Useful knowledge and skills include solid training in writing historical and architectural narratives; preparing architectural descriptions; previous experience with HABS documentation and/or National Register Nomination documentation; and background in historical architecture and/or architectural

history. Located in El Portal, CA at the park's west entrance but may have field assignments anywhere in the park (480 hours).

**2506/2507. Yosemite National Park, Fire Archeology Program:** With direction and support from the park's fire archeologist, assists with the documentation and reporting for archeological resources discovered during Yosemite Fire Archeology program activities. The Park has over 1,200 archeological sites demonstrating more than 6,500 years of human history in the heart of the Sierra Nevada. The Fire Archeology Program is responsible for documenting and managing many sites in the context of wildland and prescribed fires, requiring detailed documentation and reporting. Duties include working with existing draft field documentation to create final site records; entry into databases and the Park's GIS; accessioning documents and archeological collections into the Yosemite Museum; and assisting with final project reporting. Work may include some field efforts but is primarily office and laboratory based. Located in El Portal, CA (480 hours each).

**2508. Yosemite National Park, Branch of Anthropology, Cultural Anthropology Program:** With direction and support from the park's cultural anthropologist, assists with the evaluation of culturally significant resources in the Park. These encompass botanical, archeological, hydrological, and other natural and cultural resources with traditional cultural significance to the American Indian tribes and communities associated with the Park. Duties may include primary and secondary research at Yosemite Archives and Research Library, as well as other local repositories; assisting with tribal meetings and field visits; mapping and photographing field resources; assembling resource documentation; and assisting with report preparation. Archival and documentary research skills essential; background in cultural anthropology, knowledge of and interest in Native American issues, and demonstrated experience with systematic qualitative research highly desired. Intern must be professional, well-organized, and attentive to detail, and must have a valid driver's license. Work will occur in office and field settings, requiring extensive hours in office, library and archive settings. Some hiking across rough terrain at high elevations may also be required. Low to moderately priced park housing available. Located in El Portal, CA (960 hours).

**2509/2510. Yosemite National Park, Museum Program:** Assists in reducing the catalog backlog of the Yosemite Museum as reported on the 2012 Collection Management Report, working with a variety of collections including ethnographic objects, archeological artifacts, natural history specimens, historic photographs, and a variety of other historic collections. Duties include background research of the collections; descriptive cataloging; inputting records into the National Park Service catalog database Interior Collection Management System (ICMS); and preparing collections for long-term curatorial storage. Strong computer skills and attention to detail essential. Moderately priced park housing available. Established in 1924, the Yosemite Museum served as a prototype museum program in the National Park Service, and today consists of over 4 million items. Located in El Portal, CA (680 hours each).

**2511. Whiskeytown National Recreation Area:** Assists the Fire Program archeologist with project work. Duties may include assisting with pre-field record searches; monitoring fuel treatment around archeological sites; archeological field survey and site assessments; preparing final site forms and reports; and archiving project materials. Applicants must be able to work in

rugged field conditions since the positions involve some long days hiking over uneven and brushy terrain under sometimes adverse weather conditions. Applicants should have an academic background in archeology/anthropology or history with interests in historic preservation, possess good written communication skills, be detail oriented, and have the ability to perform a variety of tasks independently. Applicants with GPS/GIS skills are preferred. Questions can be directed to Joseph Svinarich, Fire Program archeologist at (530) 242-3458 or [joe\\_svinarich@nps.gov](mailto:joe_svinarich@nps.gov). Housing is available at a reasonable cost at Whiskeytown. Located in Whiskeytown, CA (480 hours).

**2512. Olympic National Park:** Assists park historical architect and preservation carpenter on a variety of projects on historic structures and landscapes. Duties will involve both office and field work, depending on the planning requirements of the preservation program and the intern's skills, and will likely include opportunities for hands on preservation work. Knowledge of basic architectural terminology and historic preservation principles and practices required, as are skills in hiking and backpacking; knowledge of log construction helpful. Office skills required include computer use (Microsoft Office), graphic programs (Adobe Creative Suite and/or AutoCAD), and good research and writing abilities. Located in Port Angeles, WA, but will have field assignments in various locations in the park (480 hours).

#### **Department of the Interior Internships**

**2513. Interior Museum Program, DOI Office of the Secretary:** Assists with Department-wide projects of the DOI Interior Museum Program. Duties include compiling data on DOI bureau museum collections; researching and drafting policy and procedure documents; preparing material for training courses; researching issues on various topics dealing with federal museum collections; and updating the Interior Museum Program website (1200 hours).

**2514. Interior Museum Program, Bureau of Land Management, San Diego Natural History Museum:** Assists the BLM-California State Office work curating paleontological materials collected from BLM land that are located at the San Diego Natural History Museum, San Diego, CA. Duties may include identification of invertebrates and vertebrates; collection organization; locality report writing; and specimen database cataloging. There is also potential for field work to relocate fossil localities. Background in geology, biology, and/or paleontology preferred as well as familiarity with Microsoft Word and Excel. Located in San Diego, CA (800 hours).

**2515. Interior Museum Program, Bureau of Land Management, Buena Vista Museum of Natural History and Science:** Assists the BLM- California State Office work curating vertebrate fossils from BLM lands housed in the Buena Vista Museum of Natural History and Science in Bakersfield, CA. Duties include identification of fossils; specimen data; and curation and organization of collections. Background in geology and/or paleontology preferred; familiarity with Microsoft Office/Word and Excel required. Located in Bakersfield, CA (480 hours).

**2516. Interior Museum Program, Bureau of Land Management, Anasazi Heritage Center:** Assists the Bureau of Land Management-Anasazi Heritage Center (BLM-AHC) Curation

Program with backlog cataloging of archeological collections and project documentation, focusing on cataloging and proper storage of items from sites on BLM-Canyons of the Ancients National Monument. Duties include collections inventory; cataloging; storage of artifacts; data entry into the Interior Collections Management System (ICMS - the Department of the Interior's cataloging system); and organization of associated documentation. Other duties include assisting staff with collections reviews for NAGPRA compliance tasks; researcher access to the AHC collections; and participating in the AHC Curation Program's Integrated Pest Management Program. Position may involve moderate physical activity. Background in southwest archeology and/or museum studies preferred; familiarity with Microsoft Office and Excel required. **Housing is provided.** Located just outside Dolores, CO (800 hours).

**2517. Interior Museum Program, Bureau of Land Management, National Historic Oregon Trail Interpretive Center:** Assists an exhibits specialist with duties including research and development of new exhibit elements; display and interpretation of historic artifacts; conservation of artifacts on display; fabrication of display fixtures and conservation mounts; monitoring of exhibit environment; upgrades to exhibit security and lighting; and integrated pest management. Intern will use collection management software, historic research, conservation research, and monitoring equipment, and will do light construction and fabrication work. Office and workshop environment. Located in Baker City, Oregon (800 hours).

**2518. Interior Museum Program, Bureau of Land Management, Utah State Office:** Assists the BLM Utah State Office (UTSO) cultural resources staff with tasks supporting the management of collections currently in their care. Duties include maintaining the collections facility according to curatorial standards for preventive conservation (temperature, humidity and integrated pest management) and security; processing collections in preparation for their curation in a permanent facility; facilitating access to the collections as required for consultations and/or repatriation to Native American communities; and data entry into the Department of the Interior's integrated collections management system (ICMS). Intern may also become involved in one of two different initiatives depending on their interest: the creation of a committee to assess the research and educational potential of the collections to assist in identifying materials best suited to different curation strategies; or, to work with staff to initiate public education initiatives to reduce looting of archeological sites on public lands. Background in southwest archeology and/or museum studies preferred; familiarity with Microsoft Office and Excel required. Located in downtown Salt Lake City at the BLM state office, with some work performed offsite (800 hours).

**2519. Interior Museum Program, Fish and Wildlife Service, Midwest Regional Office:** Works under the supervision of the Regional Historic Preservation Officer (RHPO) to identify, inventory and record museum property, including NAGPRA items, within the offices and associated repositories of the Midwest Region (Region 3), and to enter the data into FRED, the USFWS cultural resources relational database. Housing and commuting transportation not provided. Position may include official travel outside the office. Therefore, it requires the intern to possess a valid driver's license to drive the Federal vehicle. Located in Bloomington, MN (800 hours).

**2520. Interior Museum Program, Department of the Interior Museum:** Works with the Interior Museum collections staff as a museum technician assisting with museum collections care issues including database management, registration, photography, object handling, research, and related projects. Work environment: sedentary office space and collections storage areas. Requires the ability to lift 50 lbs., opening boxes or packages, and may require standing for extended periods (800 hours).

**NEW!**

**2521. Interior Museum Program, Bureau of Indian Affairs:** Works with Alaska Native Claims Settlement Act (ANCSA) Program staff to assist with inventory and processing of a museum collection focused on Alaska Native history and cultures. Compiled over the past 40 years, the nationally unique ANCSA Museum Collection includes extensive ethnographic and archaeological materials. Duties include digital scanning of photographic images; rehousing objects in collection files; taking part in a 100% inventory of archeological artifacts; selected cataloging and key-wording tasks; and contributing to the development of collection finding aids. Attention to detail, excellent organizational skills and a strong commitment to learning essential. Located in Anchorage, AK (400 hours).

**NEW!**

**2522. Interior Museum Program, Bureau of Indian Affairs:** Works with ANCSA collection manager at the University of Alaska, Rasmuson Library Archives (Fairbanks) to catalog information contained on annotated field maps with a special emphasis on adding to an inventory of Alaska Native place names from the maps. The design framework for the project exists along with a project specific manual for georeferencing the maps, adding data, creating map symbols and descriptions, and generating lists and reports. Duties include georeferencing previously scanned map images using ARCMAP program, including updating and maintaining an integrated MS-Access database of toponyms from the maps. Other related archival tasks may be assigned. Strong computer, organizational and research skills required. Knowledge of computer GIS programs and an interest in Alaska geography preferred. Located in Fairbanks, AK (400 hours).